SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools

FROM: Donald G. Feldmann, Assistant Superintendent of Finance & Plant Services

DATE: June 29, 2026

RE: Mail Service Provider 2026-27

Currently, the Sweet Home Central School District is using a meter to stamp its outgoing first class mail at a reduced rate by utilizing RDT Mail Corporation. RDT purchased DXO Communications in November 2023. The District instituted the program below with DXO during the 2006-07 school year.

RDT picks up our daily, outgoing first class mail, presorts it in bulk and then delivers it to the Post Office the same day. By participating in this no cost mail service program, the District has lowered its first class postage cost from $0.74 per ounce to $0.686 per ounce – up to 3.5 ounces. Approximately 100,000 pieces of District mail are processed annually, saving the District over $7,000. Beginning July 12, 2026, first class rates will increase to $0.78 per ounce. Because of our relationship with RDT, the District will realize a presorted rate of $0.726 per ounce up to 3.5 ounces.

Other benefits of this mail service program include:

- Fast forward service whereby RDT scans the piece of mail and matches it to the postal service's current listed address. This reduces returned mail if we have an old address.
- Reduced our mail clerk's time at the Post Office as mail is delivered for us by RDT directly to the Amherst branch.
- Savings on metering supplies and metering time.
- No contract to sign and we can cancel at any time.

The District also participates in a similar program with RDT that allows us to realize cost savings for our larger, manilla envelopes or "flats". Flats are envelopes ranging in size from 6.5" x 9" to 12" x 15". Our mail clerk places all non-metered flats and parcels in a separate container that is picked up by RDT Mail Corporation daily who meters these pieces daily in bulk. This past year the District has sent out approximately 6,300 flats and 150 parcels and through our involvement with RDT saved nearly $750 in postage costs.

I recommend **RDT Mail Corporation** as the mail service provider for Sweet Home Central School District for the 2026-27 school year and ask that you share the recommendation with the Board of Education at the July 7, 2026 meeting.